



**TASK FORCE ON COMMUNITY ENGAGEMENT  
AUGUST 27, 2015, 6:00 – 9:00 PM  
STREET-JONES BUILDING, ROOM 400A  
1000 E. 11<sup>th</sup> STREET  
AUSTIN, TEXAS 78702**

**CURRENT TASK FORCE MEMBERS:**

*Celso Baez III  
Jason Bram  
Michael Clark-Madison  
Margarita Decierdo*

*Richard Fonte  
Andrea Hamilton  
Chris Howe  
Christopher Ledesma*

*Irfan Syed  
Navvab Taylor  
Sara Torres*

**AGENDA**

**CALL TO ORDER – 6:00 PM**

**1. OPENING REMARKS**

- a. Diane Miller, Task Force Facilitator with Civic Collaboration, will discuss the outline of the meeting.

**2. CITIZEN COMMUNICATION: GENERAL**

- a. Citizens wishing to speak will need to sign up ten minutes before the meeting is called to order. Citizen communications will be limited to the first five (5) speakers and each citizen communicator will be given three (3) minutes to speak. Everyone will provide a sticky note to write their input which will later be sent to all of the Task Force members.

**3. APPROVAL OF MINUTES**

- a. Consider approving the minutes from the Task Force on Community Engagement (TFCE) regular meeting on August 13, 2015.

**4. OLD BUSINESS**

- a. Discussion and possible action on the TFCE member's request to Council sponsors regarding replacing resolution language regarding the Texas Open Meetings Act.
- b. Discussion of status of TFCE members who have not yet attended and open seats.
- c. Discussion and possible action with staff from the City of Austin's Communications and Public Information Office (CPIO) on status of obtaining district-wide information from NextDoor.
- d. Discussion and possible action on use of Bloomfire site for sharing information.

**5. NEW BUSINESS: Discussion and possible action on the following items**

- a. Discussion and possible action on development of TFCE project timeline.
- b. Discussion and possible action on using students from a University of Texas at Austin School of Information fall course to help with project.
- c. Discussion and possible action on identifying specific groups to gather input on community engagement, both in the community and in City departments.
- d. Discussion and possible action to determine methods and assign tasks and deadlines for gathering input from community members and City staff.
- e. Discussion and possible action on developing specific questions to ask community members and City departments.
- f. Meeting evaluation discussion.

**6. FUTURE AGENDA ITEMS**

- a. Discussion of topics for future TFCE Meetings.
- b. Discussion of feedback and best-practices.
- c. Discussion of which City departments do engagement and level of skill and training.
- d. Discussion of current communication vehicles (AustinNotes, notices of public hearings) to understand effectiveness, requirements and protocols.

**ADJOURNMENT**

The City of Austin is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days (48 hours) before the meeting date. Please call Matthew Chustz at the Communications & Public Information Office, at (512) 974-7270, [Matthew.Chustz@austintexas.gov](mailto:Matthew.Chustz@austintexas.gov), for additional information; TTY users route through Relay Texas at 711.

For more information on the Task Force on Community Engagement, please contact [Matthew Chustz](mailto:Matthew.Chustz@austintexas.gov) at (512) 974-7270, [Matthew.Chustz@austintexas.gov](mailto:Matthew.Chustz@austintexas.gov).